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**United States
Department of
Agriculture**

**Marketing and
Regulatory
Programs**

**Animal and Plant
Health Inspection
Service**

**Washington, DC
20250**

TO: MRP Deputy Administrators
And Staff Directors

FROM: William J. Hudnall 
Deputy Administrator for MRP Business Services

SUBJECT: Agency Preparation for Integrated Acquisition System
Implementation

The purpose of this memorandum is to advise you of a new USDA-wide corporate procurement system. There are necessary steps that require your action.

The Integrated Acquisition System (IAS) is an enterprise procurement system that will perform acquisition and contract administration and meet the Federal Procurement Data System (FPDS) reporting requirements. Further, IAS will provide a real time interface with the USDA's corporate accounting system, Foundation Financial Information System (FFIS)) to send commitment, obligation, receiver and payment transactions automatically to FFIS.

IAS is a mandatory USDA-wide procurement system and replaces our PRISM system and all other agency front-end procurement systems. The real-time interface with the financial system will allow USDA to implement a major funds control initiative, which checks and reserves funds prior to submission of a requisition for a purchase. This initiative is called "commitment accounting" and is new to MRP organizations. It provides for enhanced financial management controls as well as ensures that procurement officials know that funds are available before creating an obligation for a purchase. The real-time interface between the procurement system and the financial system brings the financial and procurement communities into an integrated business process.

Fundamental to the real-time interface between the procurement and financial systems are business process changes. These process changes include ensuring that your organization has identified the procedures to implement commitment accounting, and that obligation, receipt, acceptance, and payment procedures are in place and well understood. This will ensure that there is a smooth transition when we implement IAS.

The Marketing and Regulatory Programs Business Services, Administrative Services Division (ASD) is charged with leading MRP's IAS implementation and is in the early stages of identifying the necessary steps required to begin MRP's successful transition to IAS. Beginning in October 2005, all new transactions will be processed in IAS, and PRISM will only remain available for a maximum of six months thereafter to exclusively manage existing transactions (i.e., no new transactions will be entered via PRISM).



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In order to ensure a smooth transition to IAS, each MRP program and staff office must select a representative to serve as your point of contact for ASD. The representative should be knowledgeable about your office's current business processes, policy, and financial procedures. In addition, they should have some level of authority to make informed decisions.

Once the office representatives have been identified, ASD will begin working with each office to validate current business processes and introduce the IAS process flows. In addition, our Financial Management and Information Technology Divisions will be an important part of this implementation. IAS overview and education workshops will be held to familiarize the representatives with the application. The representatives will also be responsible for identifying, collecting, and validating user data for IAS configuration.

Training for IAS requisitioners, budget and management personnel will be conducted through the USDA Learning Management System known as AgLearn. All users must obtain an ID and password through the new USDA eAuthentication service to access AgLearn.

Once the IAS users have been identified, the eAuthentication process should be completed as soon as possible.

Please submit your identified representative's name to Beverly Brown, via email at Beverly.S.Brown@aphis.usda.gov, no later than May 27, 2005. If you have any further questions, please contact Beverly Brown on 202-260-5193.